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## Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: <b>UNIVERSITY OF ALASKA</b>	
Name of Project: <b>RURAL ALLIED HEALTH TRAINING – Medical Office / Health Care Reimbursement (HCR)</b>	
Reporting Period: <b>January – March 2008, Phase III B, 3<sup>rd</sup> Qtr and FINAL</b>	
Contact Person: <b>Mia Oxley</b> (Torie Foote, UAF Liaison)	
Contact Number: <b>907 786 4853</b>	Email Address: <b>oxley@uaa.alaska.edu</b>
Expenditures to date: <b>Provided by UA Office of Cost Analysis</b>	
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.	
Signed by: <u><i>Jan Harris</i></u> Dated <u><i>4/15/08</i></u>	
Title: <u><i>Associate Dean, CHSW/Project PE</i></u>	

1. In a few sentences, please describe the scope of your project: HCR prepares workers to provide billing and coding services in medical offices. Students can earn a 30 credit HCR certificate (including 10 health courses) or a 38 credit Medical Assisting certificate.

### 2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

#### HCR

Recruitment for a full-time faculty member continues.

Adjunct faculty taught 6 classes with 68 enrollees (45 individuals) across the state using blended synchronous and asynchronous online delivery.

Three courses were re-developed for entirely asynchronous delivery.

HLTH 193 Medical Office Technology was delivered to 7 trainees.

Four adjunct faculty were trained and mentored on distance-learning modalities.

Numbers of degree-seeking trainees continue to rise.

Held UAF Allied Health meetings to clarify and differentiate the roles and responsibilities of rural vs. on-campus Allied Health coordinators.

**3. Scheduled Project Activities/Important Dates for next quarter:**

**Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.**

HCR

Submit Medical Office Technology course for approval to become permanent course with the intention of delivering it online to rural trainees and allowing it to substitute for CIOS 150. Continue to mentor distance-teaching adjunct faculty.

Submit four Occupational Endorsement proposals for approval:

**Medical Office Reception - 12 credits**

HLTH 100 Medical Terminology  
HLTH 110 Professionalism for the Workplace  
HLTH 118 Medical Law and Ethics  
HLTH 132 Administrative Procedures I  
CIOS 150 Computer Business Applications (or approved elective)

**Medical Coding - 13 credits**

HLTH 100 Medical Terminology  
HLTH 208 Human Diseases  
HLTH 235 Medical Coding  
CIOS 150 Computer Business Applications (or approved elective)

**Medical Billing - 16 credits**

HLTH 100 Medical Terminology  
HLTH 235 Medical Coding  
HLTH 236 Outpatient Medical Reimbursement  
HLTH 237 Inpatient Medical Reimbursement (or approved elective)  
CIOS 150 Computer Business Applications (or approved elective)

**Medical Records - 19 credits**

HLTH 100 Medical Terminology  
HLTH 110 Professionalism for the Workplace  
HLTH 118 Medical Law and Ethics  
HLTH 132 Administrative Procedures I  
HLTH 234 Administrative Procedures II  
ABUS 271 Business Communications or ENG 111 Intro to Academic Writing  
CIOS 150 Computer Business Applications (or approved elective)

**4. a. How many are in your training program during this reporting period?**

68 enrollments of 45 individual trainees

**b. How many people have been trained and/or certified to date from this grant?**

**PLEASE SEE ATTACHED ROSTER**

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5. Please list the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

PLEASE SEE ATTACHED ROSTER

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Our second quarter report indicated that we had identified and hired a faculty member. Unfortunately, when at the beginning of the semester the applicant found she could not get out of her current work contract so had to back out of our job offer.

Please provide an explanation to this change and your resolution to the variance.

We are therefore re-advertising for a new Allied Health Faculty member, and in the meantime will continue to use adjuncts increasing our training in the use of distance technology.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

Accreditation standards require the programs to be competency based. The specific competencies are included in the syllabus for each course.

8. Please identify areas that we can assist you in the future.

	Health Care Reimbursement										Expected/ Actual Graduation Date	Certification Eligibility	Expected Employment / Employer After Completion	Comment
	HLTH 100 3 cr	HLTH 110 3cr	HLTH 116 3crs	HLTH 118 2crs	HLTH 132 2cr	HLTH 208 3cr	HTLH 234 4cr	HTLH 235 4crs	HLTH 236 3crs	ABUS 271 3crs	CIOS 150 or HLTH 193 3crs			
Home Community	May-2007		Dec-2007		Dec-2007									
Dillingham	May-2007		Dec-2007		Dec-2007									
Kodiak			Dec-2007											
Aleknagik	May-2008	May-2008		Dec-2007		May-2008					May-2008			Taken several courses in different area but has not declared a major
McGrath		Dec-2007				May-2008		Dec-2007						
Bethel	Dec-2006							Dec-2007						
Seldovia	May-2007	May-2008				May-2007		May-2007			May-2008			
Fairbanks	May-2208													
Metlakatla	May-2008													
Ninilchik			Dec-2007											
Fairbanks	Dec-2006	Dec-2006			Dec-2006		May-2007							
Noorvik	May-2008	May-2008												
Wrangell														
Bethel	May-2007	May-2008	Dec-2007					Dec-2007						
Wrangell	May-2008	May-2008				May-2008		Dec-2007			May-2008			
Bethel														
Bethel		Dec-2007		Dec-2007	Dec-2007			Dec-2007						
Bethel	May-2008	May-2008												
Ester			Dec-2007											
Ninilchik			Dec-2007											
Dillingham								Dec-2007			May-2008			
Fairbanks	May-2008													
Dillingham	May-2008													
Emmonak	May-2006					May-2007		Dec-2007						
Angoon	May-2008													
Bethel		May-2008	Dec-2007		Dec-2007	May-2008		Dec-2007						
Bethel	May-2007													
Fairbanks	May-2008													
Bethel	May-2007	May-2008	Dec-2007	May-2007	Dec-2007									
Emmonak	May-2008													
Sitka	May-2008													
Bethel		May-2008		Dec-2007	Dec-2007									
Kodiak					Dec-2007									
Bethel	May-2008				Dec-2007									
North Pole	May-2008													
Unalaska		May-2008			Dec-2007		May-2008		Dec-2007					
Fairbanks						May-2008								
Bethel	May-2008													
Ketchikan	May-2008													
Anchor Point			Dec-2007			May-2007	May-2008	Dec-2007	Dec-2007		May-2008			
Perryville			Dec-2007											
Tyonek			Dec-2007											
Eielson AFB	May-2007			Dec-2007		May-2007	May-2007	Dec-2007	Dec-2007					

